

POSTING NUMBER: HR-0028 **ISSUE DATE:** April 18, 2016

TITLE: Supervisor Information Technology **CLOSING DATE:** May 2, 2016

DIVISION / UNIT: Office of Information Technology **SALARY RANGE:** R 31 \$81,457.51-\$116,342.86

LOCATION: 101 S Broad Street, 8th floor

Trenton, NJ 08625

POSITIONS: One (1) **DISTRIBUTION:** Department

DESCRIPTION OF MAJOR DUTIES:

Under the general supervision of a manager in an information technology organization, supervises and directs the operation of a Network support unit (mainframe and/or client server environment) of at least five (5) employees

responsible for development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN), and the provision of tier 3 technical support to end users. Provides lead support in the diagnosis and resolution of complex operational problems; directs problem diagnosis; supervises the monitoring and allocation of staff resources, the use of productivity aids, and the

maintenance of software and hardware in mainframe and/or client/server environments with related peripherals; plans, evaluates, tests, implements and maintains network technology solutions as appropriate for the technology unit assigned; and does related work as required.

REQUIREMENTS:

EDUCATION:

Graduation from an accredited college or university with a Bachelor's Degree.

EXPERIENCE:

Five (5) years of experience in an Information Technology Operational Support unit for a large public or private information processing facility, including at least three (3) years of experience with an information technology operational support unit supporting a multiplatform Client Server LAN or WAN environment or Mainframe operation.

SUBSTITUTIONS

A. EXPERIENCE FOR EDUCATION

- 1. Additional experience as described above may be substituted for the four-year education requirement on a year for year basis.
- 2. Training hours approved by the Department of Personnel can be substituted for the education requirement where sixteen (16) contact hours equals one (1) semester credit hour.

B. EDUCATION FOR EXPERIENCE

- 1. Thirty (30) semester hour credits in Information Technology may be substituted for one (1) year of experience.
- 2. A Master's degree in Information Technology or related studies may be substituted for one (1) year of experience.

LICENSE

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

X A promotable eligible exist within the unit scope.
A promotional or open competitive list exists.

Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number, by the closing date to:

Office of Human Resources
New Jersey Department of Community Affairs
HR# 0028
101 South Broad Street
PO Box 800
Trenton, New Jersey 08625

Resumes may be emailed to: resume1@dca.nj.gov

NOTE: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all new public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment.